

**SUMMARY OF THE  
FIELD ACTIVITIES COMMITTEE MEETING  
APRIL 15, 2002**

The Field Activities Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference on Monday, April 15, 2002 at 11:00 a.m., Eastern Daylight Time (EDT). Chairperson Dr. Barton Simmons of the California Environmental Protection Agency (EPA), DTSC, Hazardous Materials Laboratory led the meeting. A list of action items is given in Attachment A. A list of participants is given in Attachment B. The purpose of the meeting was to discuss items that follow.

**INTRODUCTION**

Dr. Bart Simmons called the meeting to order and took attendance.

**MINUTES**

The minutes of the March 07, 2002 teleconference were reviewed and accepted as written.

**REVIEW OF ACTION ITEMS**

Florida Sampling Rule – Mr. Andy Tintle was not present at the Field Activities Committee to comment on the status of the General Quality Assurance Rule, but members found the rule posted on the website and therefore have assumed this task to be completed. If Mr. Tintle has anything more to add or change, they will be done so at the next teleconference.

Accreditation Process (AP) Comments to Draft Definitions – Mr. Edward Hartman proposed the definition of Field Measurements in the Chapter 1 Glossary to read:

Field Measurements: The determinations of physical properties or chemical constituents that are measured on-site, as close as practical in time and space to the media being sampled/measured by federal and/or state accepted test methods.

After some debate the committee agreed to leave out the phrase “by federal and/or state,” and just have field measurements sampled or measured “following” accepted test methods. Mr. Hartman will re-write this definition omitting “by federal and/or state” and re-submit the definition.

Mr. Hartman read the proposed section in Chapter 7 entitled, “Field Measurement Standard (Water),” which reads:

## **7.2 Field Measurement Standard (Water)**

7.2.1 Field Measurement systems operate under an accredited laboratory or an organization, e.g. an engineering consulting firm. Field Testing can be, but is not limited to being:

- 1.) Performed in an open field outside of an enclosed structure, e.g. self-powered instruments either hand-held or contained in personal backpacks, suitcases etc.
- 2.) On-line monitoring instruments that may include a fully enclosed structure with electrical power and an environmental control system critical to the protection of the instruments/analyzers and computers. Generally these units are configured operate in the same location for a period of one day to several weeks.
- 3.) Ambient air or NPDES discharge monitoring/sampling systems that collect and /or record data with electrically operated instruments usually contained in an environmental closure. These field measurement systems normally have a testing probe continuously exposed to the sampling matrix or medium being tested.
- 4.) Measurements of:
  - a. Hydrogen ion (pH)
  - b. Dissolved Oxygen (DO)
  - c. Temperature
  - d. Total Chlorine Residual
  - e. Sulfite
  - f. Turbidity
  - g. Conductivity
  - h. Gaseous analytes
- 5.) Measurements from instruments/tests that provide nearly instantaneous results:
  - a. Electrometric tests
  - b. Colorimetric tests
  - c. Titrimetric tests
  - d. Gas Chromatography tests
  - e. UV, Non-dispersive Infrared, or Florescence tests
- 6.) Measurements of any parameter where prescribing directives/methods indicate "immediate analysis" (no holding time) is required.

Each committee member has received a copy of the proposed section, and comments will be accepted until April 22, 2002, in which 7.2 will be submitted to the Program Policy and Structure Committee for proposal at NELAC 8.

Mr. Hartman also proposed changing the title of 7.1 and the body of 7.1.1 to incorporate field measurement. Discussion ensued regarding the proposed changes. They will now read:

## **7.1 GENERAL SAMPLING AND FIELD MEASUREMENT STANDARD**

### **7.1.1 Scope**

a) This standard specifies the general requirements for the competence to carry out sampling and field measurements. It is applicable to laboratories as well as non-laboratory organizations which do environmental sampling and field measurements.

Federal Register Notice (FRN) - Dr. Simmons sent the FRN to Mr. Edward Kantor. He will follow up with Mr. Kantor to be certain they're on schedule for publication.

General Sampling Standards - The following sections in Chapter 7 were proposed to be changed:

7.1.4 Accommodation and environmental conditions – It was proposed that the last sentence should have the word “environmental” removed. Everyone agreed to this change.

7.1.7(b/2) Sampling Procedures – It was noted by Mr. Hartman that the wording is not clear and concise. The grammar needs to be checked. Dr. Simmons will re-write this paragraph. It was also suggested that “after having received approval of the regulatory agency” be added to the last sentence. After much debate, it was decided that the majority of the committee did not want this last phrase added.

7.1.8(d/4) Sample reports – Mr. Hartman suggested using the word “code” rather than number when specifying the identification of a sample. Each sample container will still include a unique identification number. The committee was in agreement that the word “code” should replace the word “number”.

Dr. Simmons will revise Chapter 7 with the above-mentioned changes and will submit to the committee, no later than Monday, April 22, 2002, for any further comments or suggestions. Dr. Simmons will deliver Chapter 7 for posting on the web on Monday, April 29, 2002.

Source Emissions Standards Development – No status to report. This will not be looked at until 2003.

Nomination Status – Dr. Larry Keith and Mr. Russell Berry have not been active members of the Field Activities Committee. Dr. Simmons would like to look at potential members that would be more active. He made recommendations for new contributing and voting members, which were endorsed by the committee.

Contact NABS re Draft Standards – Dr. Simmons has not yet contacted NABS.

NELAC Draft Proposed Standards for NELAC-8 - Due 05/06/02 – The proposed standards for NELAC 8 are pending comments and will be completed by Monday, April 22, 2002.

## **EPA QUALITY CONFERENCE**

Mr. Skip Darley participated in the EPA Quality Conference on April 11, 2002 in Phoenix, AZ. He gave a ten minute presentation for field activities, in which a question was asked from an audience member regarding small laboratories and what NELAC is doing that will affect their sampling procedures. Small laboratories feel that NELAC is setting such high standards in quality control that small laboratories will not be able to afford to compete. A NELAC representative mentioned that if they are already taking quality samples, it wouldn't be an issue. The Field Activities Committee would like to have a representative in the up-and-coming Ad Hoc Committee to ensure that standards address small laboratory and organization concerns. Dr. Simmons will contact Ms. Jeanne Hankins regarding representation.

## **ADJOURNMENT**

There being no further business, Dr. Simmons adjourned the meeting.

## **NEXT MEETING**

The next teleconference has been re-scheduled for Friday, May 3, 2002, at 1:00 p.m. EDT.

**ATTACHMENT A**

**ACTION ITEMS  
FIELD ACTIVITIES COMMITTEE MEETING  
APRIL 15, 2002**

<b>Item No.</b>	<b>Action</b>	<b>Date to be Completed</b>
1	Mr. Hartman will re-write the Field Measurements definition without the phrase, "federal and/or state" and re-submit the definition.	ASAP
2	Mr. Hartman will submit Chapter 7.2 to the Program Policy and Structure Committee for proposal at NELAC 8.	04/22/02
3	Federal Register Notice (FRN) - Email FRN to Ed Kantor and make sure that it's on schedule for publication. (Simmons)	ASAP
4	Dr. Simmons will draft the changes made in the General Sampling Standards.	04/22/02
5	Dr. Simmons will submit the changes made in the General Sampling Standards to be posted on the web.	04/29/02
6	Dr. Simmons will complete the proposed Standards for NELAC 8 after all comments have been reviewed.	04/22/02
7	Dr. Simmons will contact Ms. Jeanne Hankins regarding representation of a new Ad Hoc committee that represents small laboratories.	ASAP
8	Anteon to re-schedule next meeting for May 3, 2002, rather than May 2, 2002.	ASAP
9	Petition BOD to resume Source Emissions Standards Development	2003

**LIST OF PARTICIPANTS  
FIELD ACTIVITIES COMMITTEE MEETING  
APRIL 15, 2002**

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